

**IMPERIAL VALLEY REGIONAL OCCUPATIONAL PROGRAM
BOARD OF TRUSTEES**

Adopted Minutes

Meeting of February 18, 2021

Imperial Valley Regional Occupational Program Main Office

CALL TO ORDER: Ms. Armenta called the virtual meeting to order at 6:31 a.m. The following persons were present:

Ms. Alicia Armenta, Board President, Imperial County Office of Education
Mr. Lorenzo Calderon, Jr., Board Member, Calexico Unified School District
Mr. Carlos Hernandez, Board Member, Central Union High School District
Mr. Matt Hester, Board Member, Holtville Unified School District
Mr. Victor Lopez, Board Member, Imperial Unified School District
Mr. Raul Navarro, Board Member, Calipatria Unified School District
Ms. Gloria Santillan, Board Member, Brawley Union High School District
Mr. Gabriel Aguirre, Project Coordinator, Imperial Valley ROP
Mr. Juan Campos, Project Coordinator, Imperial Valley ROP
Mr. Luis De La Torre, Director of Business & Human Services, Imperial Valley ROP
Ms. Adriana Hernandez, Program Manager, Imperial Valley ROP
Mr. Edwin P. Obergfell, Superintendent, Imperial Valley ROP
Ms. Wendy Ramirez, Office Manager, Imperial Valley ROP

PLEDGE OF ALLEGIANCE: Ms. Armenta led the pledge of allegiance.

PUBLIC COMMUNICATIONS: Ms. Ramirez informed Ms. Armenta that she had not received any public comments.

CLOSED SESSION: A motion was made by Mr. Lopez and seconded by Mr. Hester to adjourn into Closed Session at 6:33 a.m. Motion passed with the following roll call vote: AYES: President Armenta, Trustee Hernandez, Trustee Hester, Clerk of the Board Lopez, Trustee Navarro, and Trustee Santillan. NAYES: None. Absent: Trustee Calderon. ***Motion carried unanimously.***

Let the record reflect that Mr. Calderon joined the meeting at 6:59 a.m.

RETURN TO OPEN SESSION: A motion was made by Mr. Lopez and seconded by Mr. Calderon to return to Open Session at 7:17 a.m. Motion passed with the following roll call vote: AYES: President Armenta, Trustee Calderon, Trustee Hernandez, Trustee Hester, Clerk of the Board Lopez, Trustee Navarro, and Trustee Santillan. NAYES: None. Absent: None. ***Motion carried unanimously.***

Ms. Armenta reported a motion was made by Mr. Navarro and seconded by Ms. Santillan to approve the staff salary schedule as presented with the 5% increase to go in effect April 1st. Motion passed with the following roll call vote: AYES: President Armenta, Trustee Calderon, Trustee Hernandez, Trustee Hester, Clerk of the Board Lopez, Trustee Navarro, and Trustee Santillan. NAYES: None. Absent: None. ***Motion carried unanimously.***

The superintendent's salary was excluded from the five percent increase. The superintendent salary will be placed for review and discussion on the March agenda.

**INTRODUCTIONS/
ANNOUNCEMENTS:**

None.

CONSENT AGENDA:

A motion was made by Mr. Navarro and seconded by Mr. Hester to approve the items on Consent Agenda as presented. The consent agenda was approved with the following roll call vote: AYES: President Armenta, Trustee Calderon, Trustee Hernandez, Trustee Hester, Clerk of the Board Lopez, Trustee Navarro, and Trustee Santillan. NAYES: None. Absent: None. ***Motion carried unanimously.***

- Minutes of January 21, 2021, Regular Meeting;
- January '21 Warrant Order #'s: 21120962-21120986; 21121581-21121638; 21122242-21122258, and 21123433-21123480.

PERSONNEL:

APPOINTMENT OF PERSONNEL. A motion was made by Mr. Lopez and seconded by Ms. Santillan to approve the appointment of Ms. Alexandra Gunther. The appointment of personnel was approved with the following roll call vote: AYES: President Armenta, Trustee Calderon, Trustee Hernandez, Trustee Hester, Clerk of the Board Lopez, Trustee Navarro, and Trustee Santillan. NAYES: None. Absent: None. ***Motion carried unanimously.***

VARIABLE TERM WAIVER. A motion was made by Mr. Calderon and seconded by Mr. Navarro to approve to employ Pompeyo Tabarez, CTE Instructor on the basis of a Variable Term Waiver (English Learner) for the 2020-2021 school year as part of the IVROP CTE MOA Addendums for supplemental services. The Variable Term Waiver was approved with the following roll call vote: AYES: President Armenta, Trustee Calderon, Jr., Trustee Hernandez, Trustee Hester, Trustee Navarro, Clerk of the Board Lopez, and Trustee Santillan. NAYES: None. Absent: None. ***Motion carried unanimously.***

NEW BUSINESS:

FISCAL YEAR 2019-2020 FINAL AUDIT REPORT. Mr. De La Torre referred to the Fiscal Year 2019-2020 Final Audit Report. Mr. Obergfell informed the board that this was the 15th year with no findings. The board commended Mr. De La Torre and staff for a job well done. A motion was made by Ms. Santillan and second by Mr. Calderon to approve the Fiscal Year 2019-2020 Final Audit Report. The Fiscal Year 2019-2020 Final Audit Report was approved with the following roll call vote: AYES: President Armenta, Trustee Calderon, Jr., Trustee Hernandez, Trustee Hester, Trustee Navarro, Clerk of the Board Lopez, and Trustee Santillan. NAYES: None. Absent: None. ***Motion carried unanimously.***

INFORMATIONAL ITEMS:

MONTHLY BUDGET UPDATE. Mr. Obergfell reminded the Board that the intent of the Monthly Budget Update is to provide an update for new grants, not for a full financial disclosure. Mr. De La Torre said that the Monthly Budget Update does not reflect any changes. The December 2020 Interim Report provided the Board with the last formal IVROP Budget Update. The Monthly fiscal update allows us the opportunity to inform the board of possible upcoming additional program

funding, but we cannot add these funds into the budget until we receive the actual approved contract. He informed the board they will see the new contracts in the Second Interim Report that he is currently working on. Mr. De La Torre shared IVROP had received the check from Vesper Society to continue the Project RISE program. Mr. De La Torre also informed the Board that Juan also received notice that California Learning Communities (Prop 47) was awarded. Unfortunately, Prop 47 had a reduction from the funder. We are still waiting on Strong Workforce Program Round III funding. Per the Strong Workforce Program Round III (SWP III) officials, we can start the work, but we have not received the approved contract yet. The SWP III will be a two million grant contract. We will request an advance as soon as we receive the approved contract. As soon as we receive the funds, we will transfer the Strong Workforce Program funds to the school districts. Every school district in Imperial County is part of the Strong Workforce Program consortium. We are also still waiting on approval from the Board of Supervisors for RN Mentorship X. Continuation of services have continued for RN Mentorship without a gap in services.

IVROP COMMUNITY FOUNDATION. Mr. Obergfell shared that Mr. Hester and Ms. Martha Singh will be coming back as Stars for the 2022 DWTS Gala. Mr. Castillo will not be available to participate in the 2022 DWTS. The IVROPCF will gladly reimburse ticket holders and sponsors for their 2020 ticket purchase or 2020 sponsorship. They will need to request the reimbursement. The DWTS for 2020 and 2021 was cancelled due to the current pandemic situation. The primary reason we hold the Gala is to provide scholarships. March 31st is the deadline to submit the IVROPCF Scholarship Application. We have already received some scholarship applications. The IVROP Educational Services team is assisting the school districts with the scholarship application process. At the last IVROPCF Board meeting, the IVROPCF Board received an update on Project AB 1111 and READY4Life Project RISE. The foundation is the lead fiscal agent for AB 1111 and for READY4Life Project RISE. As the lead fiscal agent, the IVROPCF receive a programmatic and financial report. IVROP is contracted through IVROPCF to provide the services. We have received some MOU's for READY4Life Project RISE, and we have some pending. Mr. Obergfell said that with these grants, the Foundation is providing additional services to the school districts at no additional cost to the school districts.

CTE UPDATE. Mr. Campos introduced Ms. Adriana Hernandez, Educational Services Program Manager. CTE/Ed. Service updates will focus on the MOA progress with all of the districts for the next several months. Mr. Campos shared that Mr. Obergfell and he recently met with Mr. Simon Canalez, BUHSD Superintendent. Mr. Campos mentioned they received a commitment from Mr. Simon Canalez regarding the continuation of the MOA with a possible request to increase support. In 2020-2021, due to COVID-19 and the financial uncertainties the pandemic created, districts were offered to lower their Grade Span Adjustment percentage of their MOAs from 25% to 21%. IVROP reduced staffing levels accordingly as a result of reduced funding. Mr. Simon Canalez shared that his school district needs additional support from the Career Specialist and additional Social Emotional Learning supports for 2021-2022. IVROP offers District Service Agreements for additional services the individual districts request beyond the MOA. Districts are excited over the SEL (Social Emotional Learning) support offered by Project READY4Life, which will provide additional services to all of the high schools. Students will need additional Social Emotional Support and Trauma informed services as all of the schools return to in-person instruction and students are still coping with the trauma created by COVID to students and to their families. Some districts are interested in receiving additional services provided directly to students.

Mr. Campos shared that he and Mr. Obergfell also met with Dr. Ward Andrus, Central Union High School District Superintendent. Central reduced their services due to COVID for the 2020-2021 school year to \$100,000, which limited the support of the Ed. Services Management team and reduced Career Specialist support to one staff member. Dr. Ward Andrus would like to return the MOA to pre-COVID levels and is interested in additional Social and Emotional support beyond the

Ready For Life Program. We currently have one Career Specialist providing services to Central Union High School, Southwest High School and Desert Oasis High School. As services expand, Dr. Andrus is also interested in resuming the mentoring program at Desert Oasis which was suspended due to MOA funding cuts and COVID. Mr. Campos said we implemented a mentoring program through the California Community PROP 47 grant. The funds for this grant have ended but Mr. Fernando O'Campo would like to see the mentoring program back at Desert Oasis High School. We are looking to expand services at Central Union High School District through a District Service Agreement.

Mr. Campos and Mr. Obergfell also met with Ms. Elisa Ramirez, Assistant Superintendent regarding the MOA. He also mentioned he met with other school and district administrators prior to meeting with Ms. Ramirez. The MOA with Calexico will terminate in June 2022. We offered Calexico the continued GSA reduction for 2021-2022 (21% of the GSA). Overall, the district appears to be satisfied with the services provided by the IVROP team. The team is shifting our services to accommodate our current circumstances. To avoid impacting the limited instructional time, Career Specialists are focusing their efforts with services and activities in after school sessions.

Mr. Campos had a meeting with ICOE Migrant Director Sandra Kofford and she is on board with continued services for 2021-2022. ICOE would like to continue with the agreement in place. Ms. (Adriana) Hernandez works closely with the school administrators and school faculty, and counselors. Mr. Obergfell explained the difference from the MOA with districts for CTE services and the recent MOU for districts that will partake in Ready for Life Program Services. Mr. Campos explained the MOAs were developed because of the change to the funding formula for school districts in California, as established by the Local Control Funding Formula (LCFF). The MOA details services provided by IVROP and is updated as needed with district partners depending on the terms of agreement with IVROP (in past years the MOA term was 3 years). Mr. Campos presented the current funding for the MOAs. CUHSD and ICOE-Alternative currently (2020-2021) have a District Service Agreements in place because they do not align with the MOA formula and GSA funding structure. Ms. Hernandez presented the CTE Support Services offered by Career Specialists. Ms. Hernandez announced the annual IVROP Showcase will be held virtually this year, tentatively scheduled for Spring 2021. Ms. Hernandez provided information on the IVROP Educational Services Projects, IVROP Family Development/Stabilization and IVROP Youth Programs.

WASC UPDATE. Mr. Campos said IVROP management/focus groups continue to prepare for the WASC Self-Study visit which is scheduled for May 2, 2022 through May 4, 2022. An introduction training video was provided to all the managers. A more detailed training will be made available to management. The Mission and SLOs is an ongoing activity. We will keep you posted on our progress.

PRESENTATION. None.

CORRESPONDENCE: Ms. Armenta reviewed the letter from Ms. Norma Fajardo, Imperial County Office of Education Business Services and the thank you card from Mr. William Sassie and Ms. Carol Sassie for the plant they received from the IVROP family (Board, Mgt & Staff).

LEGISLATION: None.

OTHER: **ARTICLES.** Mr. Obergfell made reference to the Imperial Valley Press article dated January 29, 2021.

EVENTS. Mr. Obergfell extended an invitation to the board to attend the upcoming CTE 101 Workshop.

**BOARD AND
SUPERINTENDENT
COMMENTS:**

Ms. Armenta thanked Staff and the Board for their work.

Mr. Calderon thanked Ms. Hernandez and Ms. Nancy Camacho for the presentation that they provided recently to Calexico Board of Trustees.

Mr. Hernandez shared he was looking forward to attending the IVROP Board 101.

Mr. Hester said IVROP has done excellent with the resources they have. Keep up the great work!

Mr. Lopez told Mr. Hester to keep practicing for the Dancing with the Stars competition.

Mr. Navarro thanked the IVROP Staff and said the 5% increase is a small gesture.

Ms. Santillan thanked Ms. Hernandez and Ms. Jessica Reyes for presenting to the Brawley Union High Board of Trustees.

Mr. Obergfell reminded the IVROP Board that the IVROP Board 101 would be held on Monday, February 22nd at 1:30 p.m. and Thursday, February 25th at 8:30 a.m. He shared the goals for Vesper Project RISE. IVROPCF invested \$20,000 for the IVROP Data Manager. To support the Data Manager position, IVROP will be consulting with Midwest Evaluation Research. Mr. Obergfell thanked the Board for their ongoing support. We also appreciate the feedback provided by the board. He thanked the board for the approved 5% increase for IVROP Classified, Certificated and Management.

NEXT MEETING: The next IVROP Board Meeting was scheduled for Thursday, March 18, 2021 at 6:30 a.m., at Imperial Valley Regional Occupational Program (IVROP) Main Office.

ADJOURNMENT: The meeting adjourned at 8:43 a.m.